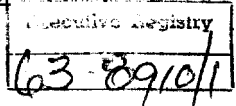


(CLASSIFICATION)



OFFICE OF THE DIRECTOR

Action Memorandum No. 319Date 6 December 1963

TO : **Executive Director-Comptroller**
Deputy Director for Intelligence
Deputy Director for Plans
Deputy Director for Support
Deputy Director for Science and Technology
Inspector General
General Counsel

SUBJECT : **President's Memorandum on Government Economy**

REFERENCE:

1. Your personal attention is directed to the text of the memorandum for the heads of Departments and Agencies, dated November 30, 1963, from the President of the United States; copy is attached. In this he notes that the Executive Branch will be administered with utmost thrift and frugality and will set an example of economy. It is directed that the President's message be given most serious, continuous, and compelling attention and that you convene your staffs immediately to read, discuss, and receive the full impact of the President's statement. You should also discuss with your staffs the methods whereby the Agency will fully comply with both the specific requests and the intent of this memorandum.

2. Further, all plans and programs will be in strict accordance with the provisions of the President's message. You will submit in writing by 15 December to the Executive Director-Comptroller the actions which you propose to take within your area to meet the President's desires. The Executive Director-Comptroller will assemble for me, with comments and recommendations, these submissions.

3. Further, the Executive Director-Comptroller is directed to thoroughly review with you at least every 90 days the Agency's programs to effect a continuing improvement in the management of the Agency toward the end of economies or savings. The Executive Director-Comptroller will submit periodic reports on these reviews to me.

SUSPENSE DATE: 15 December 1963

MORI/CDF Pages 1 & 2

UNCLASSIFIED ONLY

(CLASSIFICATION)

ER

A
C
T
I
O
N

M
E
M
O
R
A
N
D
U
M

CIA INTERNAL USE ONLY

- 2 -

4. Actions under this directive, and forthcoming directives under the same subject, will be handled on a top priority basis both as to content and timing.

Marshall S. Carter
Lieutenant General, USA
Deputy Director

Distribution:

Original - Executive Director-Comptroller

1 - DD/I

1 - DD/F

1 - DD/S

1 - DD/S&T

1 - Inspector General

1 - General Counsel

1 - DDCI

1 - ER

CIA INTERNAL USE ONLY

THE DIRECTOR OF CENTRAL INTELLIGENCE

WASHINGTON 25, D. C.

4 December 1963

MEMORANDUM FOR: General Carter

I wish to direct your particular attention to the attached message received from the President. The views contained therein are consistent with my own statements at staff meetings in recent days.

I request the President's message be given most serious consideration. The deputy directors and other appropriate heads of Agency components should be directed to convene their staffs immediately to read and discuss this message from the President. They will govern their plans and programming in accordance with the provisions of the President's message, and submit in writing as soon as possible through the Deputy Director of Central Intelligence a report to me on proposed actions to meet the President's desires.

The Agency's programs should be thoroughly reviewed at least every 90 days, and periodic reports submitted to me through you on actions taken to accomplish a continuing improvement in the management of the Central Intelligence Agency and the resulting economies or savings.


JOHN A. McCONE
Director

Attachment: